

**NOTICE OF FINANCE APPROVAL COMMITTEE MEETING**

Members are duly summoned to attend

MONDAY 8 DECEMBER 2025, LAYER VILLAGE HALL, 10:00am

Clerk and Responsible Financial Officer: Mark Large

AGENDA**F2526/35 APOLOGIES**

- a. **RECEIVE** apologies for absence

F2526/36 DECLARATIONS OF INTEREST

- b. **RECEIVE** declarations of interest relating to the agenda

F2526/37 MINUTES OF THE PREVIOUS MEETING

- a. **RESOLVE** to **APPROVE** minutes (previously circulated) of the previous meeting – *for signature by the Chair*

F2526/38 FINANCE

- a. **RECEIVE** and **CONFIRM** bank reconciliation, cashbook and budgets - *for signature by 2 members.*
- b. **RECEIVE** and **APPROVE** correction to paperwork from November meeting regarding Lloyds Bank Multipay Card statement
- c. **RESOLVE** to **APPROVE** membership of CountyWise – cost £150, budget available on training budget line
- d. **RECEIVE** and **APPROVE** accounts for payment - *for signature by 2 members.*
- e. **RECEIVE** progress report from Clerk and RFO, including budgets update, changes to bank charges

F2526/039 NEXT MEETING – 12th January 2026 at 10:00.

Close of meeting